



# School Travel Plan

2023 -24

**Martin Bacon Academy**

(now in an online version)

This form has been designed to allow information to be transferred easily across to a STARS travel plan once the development is occupied.

A completed STARS travel plan will form a working School Travel Plan when the site is occupied.

★ = input directly to Modeshift STARS

*i* = where to find further information



Version	Date submitted	Description
A		
B		

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## I. Introduction

### I.1 Contact details

Name of school		Martin Bacon Academy
STP Champion/ Author/contact	Name	Mary Rayner
	Email	<a href="mailto:mrayner@cmatrust.net">mrayner@cmatrust.net</a>
	Telephone number	01223 340800
Head teacher/		Sarah Louise
Address of school		Martin Bacon Academy Stirling Way Northstowe Cambridge CB24 1DH  e-mail:office@martinbacon.academy Telephone: 01223 340800

### I.2. Development overview

Martin Bacon Academy is a Local Authority School with the education provided by Meridian. Its primary catchment area covers Cambridgeshire and Peterborough. This is due to MBA being an area special school and children come from across the county. The area served by the school contains a diverse mix of students. We have now been open for just over 3 years and have grown in capacity and now serve 130 pupils. We have the development of the 6<sup>th</sup> to allow growth and spaces for our learners. The Academy will host many vibrant sports and community facilities on site, due to the size and quality of facilities. There will be a community access agreement in place which will be added to the final school travel plan.

### I.3. Catchment area map

Our catchment area includes the villages of Longstanton and Northstowe.



Map showing our catchment villages

#### 1.4 Transportation links

Please provide details on the **existing** transportation links to the development site. Data from the Transport Statement will inform this.

Buses	Longstanton Park & Ride (Bus B). There is no school transport.
Rail	Cambridge
Roads	B1050 to both Longstanton and Northstowe
Walking routes	The main routes into Northstowe are shown on the map above
Cycling routes	There is a cycling route via the Park & Ride. There are currently no marked cycle routes complete in Northstowe.

## 2. PROPOSALS

### 2.1 Proposed pupil numbers

<i>Year</i>	<i>Pupils</i>	<i>Classes</i>
2020/	50	6
2021	80	9
2022	110	11
2023	130	13

### 2.2 Proposed staff numbers

<i>Year</i>	<i>FTE staff</i>	<i>PT staff</i>
2020	25	8
2021	31	8
2022	TBC	
2023	58	2

### 2.3 Proposed opening times

School site	7am -9pm
Pupil times	8.50am – 3.10pm
Breakfast clubs	None
After school clubs	None
Other e.g. Nursery	None



## 2.4 Proposed travel and transport infrastructure

### 2.4.1 On-site proposed measures

Measures		Details of proposals (include locations and quantities where possible)
Car park	Staff parking spaces	33
	Visitors parking spaces	0
	Disabled parking spaces	2
Cycle parking	Covered Sheffield stands	1
	Sheffield stands	26
	Cycle Pod/Mini Pod	0
	Other cycle spaces	10
	Total pupil bike parking spaces	26
	Total staff parking spaces	10
Scooter parking	Scooter parking spaces	0
Storage lockers	Storage lockers for equipment	2
Shower facilities	Showers available	2
Coach parking	Spaces for coaches to park	0
	Details of coach parking facilities	0
School crossing patrol	Number of crossing patrols	None
Other (add rows as necessary)		

### 2.4.2. Routes to school audit - engineering and safety measures

Measures		Existing	Proposed
Speed limit of the road outside of main gate		5 mph	Unknown
What is the speed limit on the other roads surrounding your school? Please give all that apply.		20mph	The existing speed limit is 15mph, but I would not expect it to be more than 20mph in the area near the school
How many of the following crossings facilities are present within 500m of your school?	Pelican	0	
	Puffin	0	
	Toucan	2	3
	Zebra	0	
	School Crossing Patrol	0	
	Traffic island	0	
Is there any traffic calming within 500m of school, e.g. speed bumps, build outs? (If yes, please provide details)		As part of the overall development, build outs have been provided.	
Are there railings present outside or near the main gate? (If yes, please provide details)		0	
Is the main vehicular entrance used for pedestrians/cyclists as well as cars? (If yes, please provide details)		Cyclists/pedestrians use a different entrance to cars and deliveries.	Cyclists/pedestrians use a different entrance to cars and deliveries.
Does the school have a dedicated car park for parents (not teachers)? (If yes, please provide details)		There is a visitor car park to the rear of the school.	There is a visitor car park to the rear of the school.
Are there any dedicated cycle lanes leading to the school?		There are on the approach to school on the main road but throughout Northstowe these are incomplete.	
What is the quality of the pavements like within 500m of the school? Outstanding, average, poor, inadequate, (If poor/Inadequate, please record any details)		Good – all new within 500m.	
What is the quality of the 'SCHOOL' and zig-zag road markings like? Outstanding, average, poor, inadequate, N/A		None at present	
Please record any other obstacles or road layout issues within 500 metres of the school entrance which could be deemed as		None within 500m	

preventing young people or making it more difficult for them to use sustainable transport on the journey to and from school.		
Other engineering measures (add rows as necessary)	Not aware of any at this stage.	

## 2.5 Access Plan



3.

## ENGAGEMENT

## STP Working Group

### 3.1 STP champion (who will be responsible for the STP after occupation)

Name	Role e.g Head teacher
Sarah Louise	Head teacher

3.2 ★ Complete the **Working Group** section in the STARS application. Upload notes of meetings and record actions. [i STARS guidance leaflet – “Building a Working Group”](#)

3.3 Please provide details of how the working group will operate following occupation. Include details of who will be involved (students, parents, governors etc.) and how frequently meetings will be held.

Site meetings are held monthly and have included meetings with Homes England, CCC and L&Q to review routes to school, any travel issues and develop strategies to enable students to have a safer route to school. Notes of meetings are in the appendices. The working group will be increased to include governors, students and parents as the school grows.

We have worked with our biggest feeder primary on road safety prior to the students joining us. We plan to do the same this year, but also include Pathfinder. We have done a cycle safety assembly and written to parents. There is an article in our newsletter most weeks, highlighting any changes to the strategy as the wider Northstowe development takes shape.

## Wider Consultation

3.4 In order to inform this review further, we will carry out consultation with members of the school community. This will be an ongoing process to enable the travel plan to continue to be fit for purpose.

Who was consulted	When we consulted them	How/why we consulted them
Parents	October 2019 There have been updates by Facebook, we will send letters and updates to parents prior to and after the move.	Survey
Students	October 2019	Survey
Staff	October 2019	Staff Meeting Questionnaire
Governors	There have been many discussions and approval of the current plans was in the November 2019 meeting. This will be placed on the agenda annually and if issues arise.	Initial Presentation of Plans Governor meetings
Trustees	Premises Committee	Oversight of use of premises across Trust - expertise
CCC	Ongoing	Regular meetings throughout planning and construction.

Those regularly letting areas of the site.	Ongoing	Discussions on ensuring access to their new facility
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## 4. TRAVEL & TRANSPORT ISSUES

### 4.1

The key concerns have been around ensuring the route to school is safe. This is complicated by the fact that the land is managed by different companies. The road that starts at phase 2 and runs past the school is owned and managed by Homes England. There has been good and open dialogue with the team who have ensured that the route is safe and that the school is notified in advance of any alterations to the road for ongoing work. There are daily reports received when work is going on that directly affects road users.

Phase 1 is owned by L&G and there are 4 housebuilders on that part of the estate. Our key concerns have been around ensuring the main route to school as outlined in appendix 2 is as agreed in the route to school survey. It is a live site and as such meetings and communication are ongoing to ensure that the route to school is maintained clear and vehicle free at the start and end of the school days. From April 2020, the main housebuilders on the route to school will be working off Stirling Way and this should reduce our difficulties.

As a new area special school, a lot of our children are outside our catchment area and as such many children are brought to school by car, taxi or mini bus. We have worked hard to educate parents and county transport about maintaining a sensible speed and only picking up and dropping off in the designated areas. This is managed daily by a member of staff who is posted on the gate at the start and end of the day.

## 5. OBJECTIVES

Objective	Action	Due by	Assigned to	Success Criteria
1. Ensure safer routes to school	Work with LA (including road safety team) & L&Q to monitor and review routes to school	April 2020	MR	Feedback from parents/carers and students
2. Ensure those driving to school do not	Work with LA Road Safety team to provide information	April 2020 (see reports in Appendix )	MR	No reports of incidents on the school journey

endanger students				
<b>3.</b> Reduce the number of pupils using cars to get to school by 4% from site occupation figures	Promote sustainable travel and distance parking . Ensure quality scooter and cycle parking at site	NA	MR	Building a culture of sustainable travel at the school. Measured by annual surveys
<b>4.</b> To reduce unnecessary car usage to school	Promote staff car sharing for commuting or to meetings. Use public transport wherever possible	September 2020 and ongoing	MR	Lift share and sustainable travel become the 'norm' at the school.

## ACTION PLAN & TARGETS

Objective	Action	Due by	How	Assigned to	Success criteria
<b>1</b>	Provide Maps of routes to school to all families showing safer routes	April 2020	Use route risk assessments by Andy Swallowe (CCC) to create maps of school routes	MR	Parents/pupils using safer routes
<b>2</b>	Literature and guidance available for parents and staff driving to school.	April 2020 and ongoing	Distribute information to all	MR	Culture of safe driving at school
<b>3</b>	Provide staff and students with secure cycle and scooter parking	April 2020	Promote use of facilities	MR	Reduction in numbers driving to school
<b>4</b>	Promote car share/lift share to meetings. Use public transport for school trips	April 2020	Car share information board for staff, promotion of public transport, and provision/display of	MR	Increased numbers lift sharing, reduction in vehicles coming to school, monitored

			timetables in school entrance		through annual counts and surveys
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## 6 SURVEYS

Mode of travel to school	Estimated modal split				Targets for first 12 months	
	Number		%		+/- %	
	Pupils	Staff	Pupils	Staff	Pupils	Staff
Walk	4	0	0%	0%	+ 1%	0%
Cycle	2	6	8%	0%	+1%	0%
Scooter	0	0	0%	0%	+1%	0%
Public service bus	0	3	0%	0%	+1%	0%
Dedicated school bus	120	0	90%	9%	0%	0%
Park & Stride	0	0	0%	0%	+1%	0%
Train	0	0	0%	0%	0%	0%
Car share with friends (not siblings)	0	4	0%	0%	0%	+5%
Car	5	55	10%	92%	-4%	0%
Taxi	0	0	0%	0%	0%	0%
Other	0	0	1%	0%	+5%	+5%

We will monitor the cycle parking usage every year moving forward. The next survey will take place September 2024. We will implement a timetable to review yearly.

## 6. PLANNING

6.1 Please see the Transport Statement at Appendix G.

## 7. UPDATES UPON OCCUPATION

7.1 ★ The following will be carried out within 12 months of occupation to update and further inform the School Travel Plan.

1.	Undertake pupil and staff hands-up surveys to assess actual and preferred mode of travel	
2.	Collect mode of travel data via the school census to be input into STARS. Provide a spreadsheet of pupil postcodes and usual mode of travel to Road Safety Officer	
3.	Reassess the targets set for the first year of occupation. Agree any changes with the Local Authority Road Safety Officer as part of the review.	
4.	Carry out any additional consultation e.g. parents, neighbours, postcode plots.	
5.	Identify any further travel and transport issues that have come to light.	

6.	Identify further initiatives required to meet the targets and to be eligible for, at least, Bronze STARS accreditation.	
7.	Undertake and complete planned initiatives in the Action Plan	
8.	Agree next monitoring/review with LA	
9.	Update information under Planning tab	
10.	Achieve Bronze level STARS within 12 months of occupation	


7.2 The school will sign up to Modeshift STARS within one year in order to maintain the travel plan and provide information on how they promote and encourage active, safe and sustainable travel for the school journey, to mitigate the impact of the school development.

### 7.3 Additional Road Safety Officer comments

This travel plan is an interim one and will need commitment from the school to sign up and take part in CCC's Modeshift STARS travel planning system to ensure that the plan remains fit for purpose. A named travel plan coordinator should be appointed as soon as possible, this role has currently been designated to the head teacher but as the school develops, it is envisaged that a staff member or a governor would take on the role of travel plan champion and coordinator.

## 8. SIGN OFF OF INTERIM SCHOOL TRAVEL PLAN

8.1 Upon completion of this form and the STARS application sections identified above to create an Interim School Travel Plan, the document must be signed off by the following:

	Name	Approval/Signature	Date
<b>STP Champion</b>			
<b>Head / Business Manager</b>	Mary Rayner		25/03/2021
<b>Cambridgeshire County Council Road Safety Officer (Travel Plans)</b>	Rosemary Mullen		

## Appendices

### A. Northstowe Campus Risk Assessment

#### GENERAL RISK ASSESSMENT FORM

<b>Area, task or activity:</b> Walking to Northstowe Educational Campus.	<b>Location:</b> Pathfinder Way Northstowe Phase 1 to Northstowe Educational Campus Phase 2 .	<b>Date of Asses</b> April 2019
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<b>Significant Hazards</b>	<b>Who might be harmed and how?</b>	<b>Current control measures</b>	<b>Likelihood of harm or loss occurring with current controls in place?<sup>1</sup> (High, Medium or Low)</b>	<b>Further control measures (if required)</b>
No drop kerbs at Heron Road	Pedestrians. Risk of slip, trip or fall.	None	Medium	Surface dressing

<sup>1</sup> Risk should be reduced as low as reasonably practicable. NB. If risks remain significant even with existing control measures, MUST be identified and implemented.

<sup>2</sup> If a risk of significant loss or injury (i.e. any incident that would result in over 3 days lost time, or a major injury or a report to a financial loss greater than £) still exists when all "reasonably practicable" control measures have been implemented the activity should be ceased. Further advice should be sought from the County's Health and Safety Team.

<sup>3</sup> Record who is responsible for implementing the additional controls and when this action is to be completed by.

No signage advising drivers that schools are present	Pedestrians and cyclists. Risk of collision with a vehicle.	None	Medium	Install advanced school warning signs on Pathfinder Way and Stirling Road	Low Yes	Site contractor Before campus opens in September 2019
Footpath runs across the visitor's car park at Linden Homes Show Suite.	Pedestrians. Risk of collision with a vehicle.	None	Medium	Re-route the footpath around the car park or close the car park	Low Yes	Site contractor Before the campus opens in September 2019
No footpath from 87 Stirling Road to Northstowe Educational Campus	Pedestrians. Risk of collision with a vehicle.	None	High	Installation of a footpath made of tarmac construction with a minimum width of 2 metres.	Low Yes	Site contractor Before the campus opens in September 2019.
Walking from the primary school to Northstowe Educational Campus via the	Pedestrians. Slip, trip or fall into the water filled ditch which runs alongside the footpath.	None	High	Installation of knee high wooden railings or similar barrier.	Low Yes	Site contractor Before the campus opens in September 2019.

countryside footpath.						
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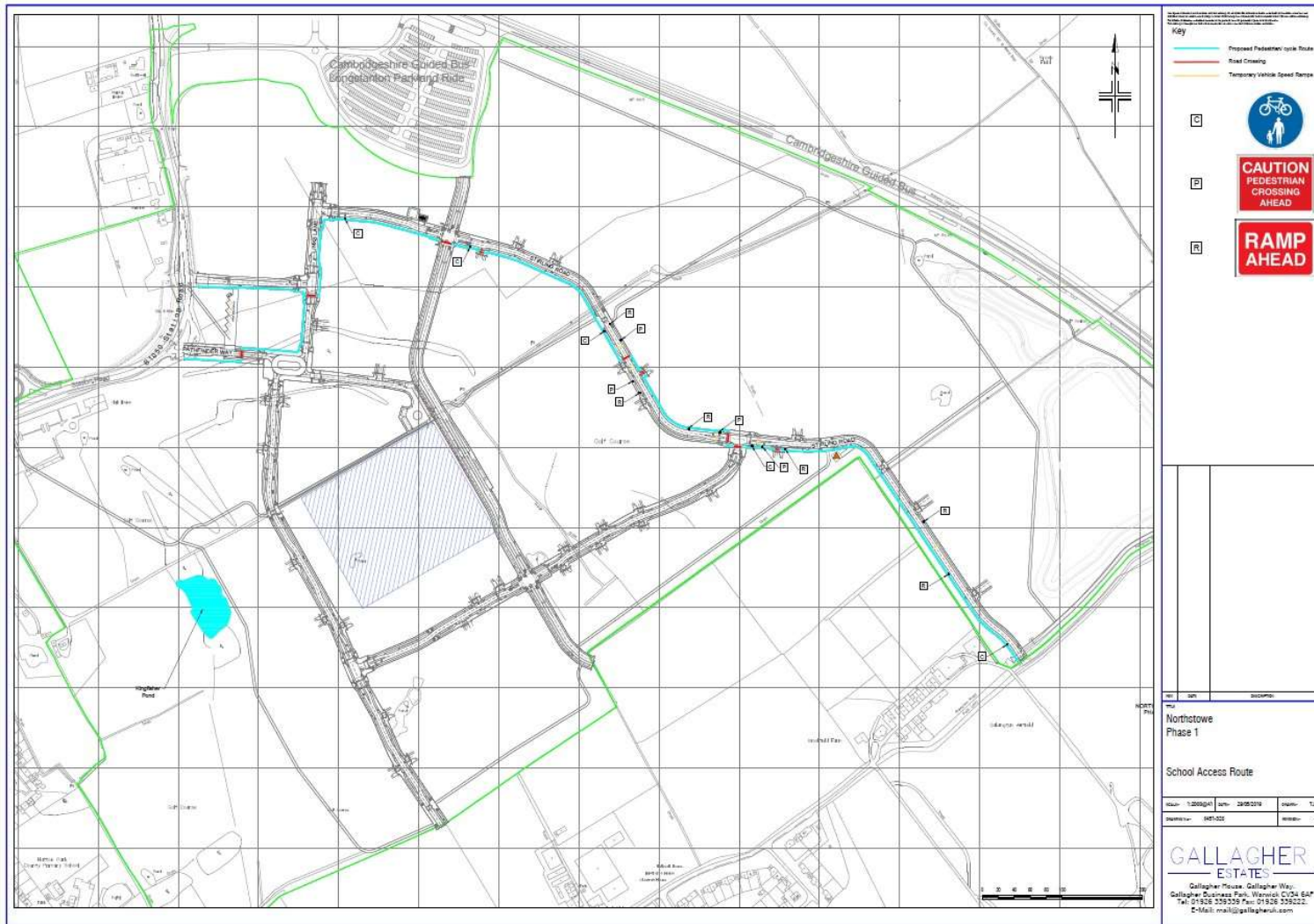
<b>Name of Assessor/s:</b>  Andy Swallowe	<b>Date of Next Review</b> July 2019	<b>Line Manager/Supervisor:</b>  <b>SCP Service Manager</b>
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Owners: Health and Safety Team  
Issue: 1.0

Author: Health and Safety  
Issue Date: April 2009

## B. Agreed route to school



Willingham

Any queries please contact [newcommunities@scambs.gov](mailto:newcommunities@scambs.gov)



Residential Parcel	Reference	Stage	Number of homes	Affordability Percentage
H1	S/1416/16/RM	Approved	92	3
H2	S/3477/16/RM	Approved	135	2

**C. Minutes of meetings held regarding the routes to school**

May 2019

June 2019

**December 2019 – item 5.1**

extended the holding tank.

Access to Site – Gallagher/LQ informed that they will be removing the speed bumps in Phase 1 after the Christmas break and will complete further road lining and install additional signage to improve the markings. It is anticipated that the footpath will be extended in Spring 2020 which will reduce the number of crossings along the walking route to the school. CMAT are to investigate solar powered lights which could be installed to lampposts close to the crossing points.

CMAT

## **D. Final Route to School report**

### **NORTHSTOWE ED CAMPUS FINAL REPORT**

Assessment of the walking and cycling route from Pathfinder Way, Northstowe (Phase one) to the Northstowe Education Campus construction site on Stirling Road, Northstowe (Phase two).

Assessor- Andy Swallowe (Certificate Managing Safely 2016 and Certificate Road Safety Engineering Collision and Prevention 2019).

#### **1.0 Introduction**

The assessor met with L&Q Estates and Rosemary Mullen Road Safety Education Officer to look at the walking and cycling routes outlined above.

As a result of this meeting L&Q Estates requested that I conduct a walking and cycling route assessment together with relevant risk/hazard assessments for these.

#### **2.0 Aim of interim report**

- To identify the most suitable walking and cycling route through Phase one Northstowe to Northstowe Education Campus construction site located in Stirling Road, Northstowe Phase two.
- Provide an overview of the above walking and cycling route.
- Highlight any areas of concern the assessor has identified which require addressing.
- Apply Cambridgeshire County Council Home to School Transport criteria to determine if the walking route is considered available for an accompanied/unaccompanied child.

#### **3.0 Recommended walking route.**

Proceed along Pathfinder Way via the footpath.

Cross Pathfinder way via the drop kerb which is located just before the roundabout.

Continue on the footpath and bear left into Links Lane.

Cross Links Lane via the drop kerb and continue on the footpath.

Cross Mulligan Way via the drop kerb and continue on the footpath.

Bear right into Stirling Road and continue on the footpath and cross the entrance/exit of the Bovis storage area.

Continue on the footpath until you reach the drop kerb near the Linden Homes Show Suite.

Cross Stirling Road via the drop kerb and bear right along the footpath which runs across the entrance to the Linden Homes Show Suite car park.

Continue along the footpath crossing Heron Road (No drop kerb facility) and continue on the footpath to 87 Stirling Road.

At this point the footpath runs out and there is no provision for pedestrians.

#### **4.0 Areas of concern.**

4.1 There is no drop kerb at the Heron Road crossing point.(See appendices 6.1).

Suggested solution – Install a drop kerb on both sides of the road.

4.2 The entrance/exit of Linden Homes Marketing Suite car park means that vehicles cross the cycle path and footpath to gain access. There is a real potential for pedestrian/cycle conflict with vehicles at this location. See appendices 6.2).

Suggested solution – For the footpath and cycle way to either be relocated around the car park or for the car park to be closed.

4.3 There is no signage to indicate that schools are in the area and children may be crossing the road.

Suggested solution - Advanced school warning signs should be installed on Pathfinder Way and Stirling Road.

4.4 There are numerous cases of vehicles parking in the cycle way which restricts its usage and forces cyclists into the road. This is because the cycle path is not segregated from the road. While I appreciate it will eventually be of coloured tarmac construction which will highlight it's a cycle way there is not physical barrier for vehicles. (See appendices 6.3)

Suggested solution – Install Armadillo cycle bumps.(See appendices 6.4).

4.5 There is a footpath of stone construction leading from the primary school to Stirling Road. If a parent was taking a child to the primary school and then travelling onto Northstowe Educational Campus this would be the desire line to walk. There is a water filled ditch running along the side of this footpath with an approximate drop of 2 metres and of steep gradient. I have serious concerns about the safety of the walking route and the potential for serious injury or loss of life. (See appendices 6.5).

Suggested solution – Knee high wooden guard fencing should be installed throughout the length of this footpath.

4.6 There are a number of instances where ironworks installed on the road have fractured and been removed. They have been replaced with sheet metal covering the hole which could cause a cyclist to skid over. (See appendices 6.6).

Suggested solution – Repair ironworks where appropriate.

4.7 There is no footpath from 87 Stirling Road to the new Northstowe Educational Campus (See appendices 6.7).

## **5.0 Recommendations.**

5.1 Because there is no footpath between 87 Stirling Road and the new Northstowe Educational Campus the assessor finds this walking route unavailable for an accompanied or unaccompanied child.

5.2 The cycle paths throughout Phase one Northstowe are unfinished and awaiting a surface dressing. Additionally until the issue of vehicles parking on the cycle way is addressed the assessor recommends that cyclists use the road as the vehicle flow is minimal.

There is also an option for cyclists to use the footpath as it's a minimum of two metres wide and therefore suitable for shared access. However if this option was pursued appropriate signage would have to be installed.

6.0 Appendices.

6.1 Heron Road



6.2 Linden Homes Marketing Suit Car Park



### 6.3 Parking in Cycle Lane



6.4 Examples of Armadillo cycle path segregation.



6.5 Desire line from primary school to Stirling Road.



6.6 Temp cover for damaged ironworks.



6.7 No footpath from 87 Stirling Road to Campus.



## **E. Bus Timetable**

## **F. Transport Statement**

# G. Plans for road layout and crossings

